

TOWN OF BIG FLATS AGENDA  
WEDNESDAY, MAY 11, 2016 AT 4:30P.M.

TOWN BOARD

CALL TO ORDER

CONCERNS OF THE PEOPLE

REPORTS

UNFINISHED BUSINESS

Soil Sampling Approval

NEW BUSINESS

Void check / recode voucher

Abstract of Audited Vouchers

Appointments for 2016 Summer TAFFY employees

Agreement/Fiscal Advisors & Marketing Inc.

Amendment of Prior NYS Standard Workday

Reporting 2016 Standard Workday/Employee Retirement system

Sale of Hammond Street Property

Appointment Part-Time Custodian for Landscaping

Amendment for Big Flats American Legion, GOC

Communication Log

**TABLED FROM 4/27/16 MEETING**

**PROPOSED RESOLUTION NO. 01-051116  
A RESOLUTION TO APPROVE THE SOIL SAMPLING AGREEMENT**

Resolution by:

Seconded by:

WHEREAS the Town Supervisor and Town Board are looking at obtaining soil samples for future development at Community Park, and

WHEREAS such land to be tested is located at Community Park off from Winters Road, and

WHEREAS the soil will be tested for Metals, PCBs/ Pesticides, Semi volatile Organic Compounds, and Volatile Organic Compounds, and

WHEREAS quotes have been received as follows:

|                                 |            |             |
|---------------------------------|------------|-------------|
| Soil Analysis Laboratory (ALS)  | 10 Samples | \$ 5,900.00 |
| Life Science Laboratories, Inc. | 10 Samples | \$ 7,630.00 |
| Microbac Laboratories           | 10 Samples | \$10,592.50 |

WHEREAS Soil Analysis Laboratory has provided the lowest quote for the requested soil samples to be obtained, and

WHEREAS for environmental review purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5(c) (18) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED that the Town Board authorizes the Soil Analysis Laboratory (ALS) to perform the 10 soil samples, on the Community Park land for future development, for the sum not to exceed (Five Thousand, Nine hundred dollars) \$5,900.00.

CARRIED:   AYES:  
              NAYS:

PROPOSED RESOLUTION NO. 02-051116  
A RESOLUTION TO APPROVE A VOID CHECK, RECODE VOUCHER

Resolution by:

Seconded by:

WHEREAS a memorandum was received from the Bookkeeper, dated, May 3, 2016, requesting authorization to void a check, and reissued to the correct vendor, and recode a voucher, and

WHEREAS for environmental review purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5(c) (20) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board authorizes the Bookkeeper to void check# 15550 made payable to Southern Tier Network dated 04/29/16, amount \$17,068.31 and deleting voucher #4006874. This payment was made in error to the wrong vendor and should be made out to STC Regional Planning & Development, a new check will be reissued to the correct vendor, and

FURHER RESOLVED authorize the recode of voucher #4006330, William Law Book Co. for the town clerk/tax collector tax glance 2016 annual software amount \$1,005, from A1410.0400 to A1680.0400.

CARRIED: AYES:

NAYS:

PROPOSED RESOLUTION NO. 03-05112016  
ABSTRACT OF AUDITED VOUCHERS FOR MAY 11, 2016

Resolution by:

Seconded by:

RESOLVE that the Town of Big Flats approve the Abstract of Audited Vouchers for May 11, 2016, and order the bills paid, when in funds, for the following:

|                   |              |
|-------------------|--------------|
| GENERAL FUND      | \$ 38,661.53 |
| HIGHWAY FUND      | \$ 34,414.35 |
| WATER DISTRICT #4 | \$ 894.72    |
| WATER DISTRICT #5 | \$ 10,205.66 |
| TRUST FUND        | \$ 2,017.35  |

CARRIED: AYES:

NAYS:

PROPOSED RESOLUTION NO. 04-051116  
A RESOLUTION TO APPROVE THE SUMMER T.A.F.F.Y. EMPLOYEES FOR 2016

Resolution by:

Seconded by:

WHEREAS the Big Flats Youth Services Department will be hosting the Summer TAFFY Program, and

WHEREAS the Program Coordinator conducted interviews and necessary background checks and recommends the Town Board appoint the employees listed below, and

WHEREAS for environmental review purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5(c) (20) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board appoints the following Summer TAFFY employees at the following hourly rate effective June 1, 2016 – August 5, 2016:

|                          |                      |
|--------------------------|----------------------|
| Bifano, Matison          | \$9.00               |
| Blunt, Chad              | \$9.10               |
| Boyles, Kellen           | \$9.00               |
| Burlew, Jenna            | \$9.15 (Park Leader) |
| Carpenter, Logan         | \$9.10               |
| Curtis, Clayton          | \$9.00               |
| Davis, Olivia            | \$9.00               |
| Doner, Chase             | \$9.00               |
| Drapikowski, Jason       | \$9.00               |
| Flesch, Connor           | \$9.00               |
| Fuller-Sincock, Danielle | \$9.15 (Park Leader) |
| Gagnon, Alexis           | \$9.15 (Park Leader) |
| Jaynes, Brett            | \$9.00               |
| Jude, Kenan              | \$9.15 (Park Leader) |
| Leland, Abby             | \$9.15 (Park Leader) |
| Leland, Emily            | \$9.00               |
| Lovell, Sara             | \$9.15 (Park Leader) |
| Marshall, Allyson        | \$9.10               |
| Marshall, Brendan        | \$9.10               |
| Ng'Oma, Chisela          | \$9.00               |
| Rathbun, Hannah          | \$9.00               |
| Rathbun, Liam            | \$9.00               |
| Rich, Elizabeth          | \$9.10               |
| Seeley, Grace            | \$9.00               |
| Seymour, Melissa         | \$9.10, and          |

FUTHER RESOLVED the Town Board appoints Micah Page as Park Rover at the rate of \$9.15 per hour and Henry Farr as Park Rover at the rate of \$9.10 per hour effective June 1, 2016 through August 12, 2016.

CARRIED: AYES:

NAYS:

RESOLUTION NO.05-051116

AUTHORIZING THE TOWN SUPERVISOR TO ENTER INTO AN AGREEMENT WITH  
FISCAL ADVISORS & MARKETING, INC FOR THE YEARS OF 2016 AND 2017

Resolution by:

Seconded by:

WHEREAS the Town of Big Flats Water Department has two outstanding BANs for Water District# 5 and old water district 3, and

WHEREAS these BANs will need to be convert into Bonds in the year of 2017, and

WHEREAS the Towns bonding agent has suggested that the firm of Fiscal Advisors & Marketing, Inc. be retained for this purpose, and

WHEREAS for environmental purposes the contracting of such services is a Type II administration action in accordance with SEQRA 6NYCRR, Part 617.5(c) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVES the Town Board authorizes the Town Supervisor to sign the necessary agreement with Fiscal Advisors & Marketing, Inc. and that the Town Supervisor has the authority to authorize up to \$5,000 in service from Fiscal Advisors for the Water Department, anything exceeding \$5,000 will need the approval of the Town Board for the sole purpose of services to move the BANs to a Bond.

CARRIED: AYES:

NAYES:

**PROPOSED RESOLUTION NO. 06-051116**  
**A RESOLUTION TO AMEND NYS AND LOCAL EMPLOYEES RETIREMENT SYSTEM**  
**REPORTING STANDARD WORK DAYS, FOR ED FAIRBROTHER, TERESA DEAN, and**  
**LINDA CROSS**

Resolution by:  
Seconded by:

WHEREAS in accordance with Regulation 315.4, New York State Comptroller requires a standard work day for elected or appointed officials be established for the purpose of reporting work days to the New York State and Local Employees' Retirement System, and

WHEREAS for environmental review purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5 (c) (20) and as such no further action is necessary regarding the same, now

WHEREAS Employees' retirement System Examiner VI, Pension Integrity Bureau, indicated they needed the actual results totals, (ROA) Record of Activity calculations on the three elected officials listed, now

BE IT THEREFORE RESOLVED the Town of Big Flats Town Board hereby establishes the following as amended standard work days for elected officials and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

| <b>Title</b>               | <b>Name</b>        | <b>Social Security Number (Last 4 Digits)</b> | <b>Registration Number</b> | <b>Standard Work Day (Hrs/day)</b> | <b>Term Begins / Ends</b> | <b>Participates in Employer's Time Keeping System (Y/N)</b> | <b>Days/ Month (based on Record of Activities) (ROA)</b> |
|----------------------------|--------------------|-----------------------------------------------|----------------------------|------------------------------------|---------------------------|-------------------------------------------------------------|----------------------------------------------------------|
| <b>Appointed Officials</b> |                    |                                               |                            |                                    |                           |                                                             |                                                          |
| Supervisor 2014            | Edward Fairbrother | xxxx                                          | xxxx                       | 20                                 | 01/01/2014-12/31/2017     | N                                                           | 26.81                                                    |
| Supervisor 2010            | Teresa Dean        | xxxx                                          | xxxx                       | 20                                 | 01/01/2010-12/31/2013     | N                                                           | 25.28                                                    |
| Town Clerk                 | Linda Cross        | xxxx                                          | xxxx                       | 20                                 | 01/01/2010-12/31/201      | N                                                           | 21.72                                                    |

FURTHER RESOLVED the Town Board authorizes the Town Clerk to certify the original amended resolution passed by the Town Board and file the necessary documentation.

CARRIED:   AYES:  
              NAYS:

**PROPOSED RESOLUTION NO. 07-051116**  
**A RESOLUTION TO REPORTING THE 2016 STANDARD**  
**WORK DAY / EMPLOYEE'S RETIREMENT SYSTEM RECORDS**

Resolution by:

Seconded by:

WHEREAS in accordance with Regulation 315.4, New York State Comptroller requires a standard work day for elected or appointed officials be established for the purpose of reporting work days to the New York State and Local Employees' Retirement System, and

WHEREAS for environmental review purposes, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5 (c) (20) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town of Big Flats Town Board hereby establishes the following as 2015 Standard Work Days for Elected and Appointed Officials, and will report the following days worked to the New York State and Local Employees' Retirement System based on the record of activities maintained and submitted by these officials to the clerk of this body:

| <b>Title</b> | <b>Name</b>        | <b>Standard<br/>Work Day<br/>(Hrs/day)</b> | <b>Term<br/>Begins /<br/>Ends</b> | <b>Participates in<br/>Employer's<br/>Time Keeping<br/>System (Y/N)</b> | <b>Days<br/>/Month<br/>(based on<br/>Record of<br/>Activities)</b> |
|--------------|--------------------|--------------------------------------------|-----------------------------------|-------------------------------------------------------------------------|--------------------------------------------------------------------|
| Supervisor   | Edward Fairbrother | 6.00                                       | 01/01/2014-<br>12/31/2017         | N                                                                       | 26.81                                                              |
| Town Clerk   | Linda J. Cross     | 7.50                                       | 01/01/2014-<br>12/31/2017         | N                                                                       | 25.98                                                              |
| Board Member | Robert Adams       | 6.00                                       | 01/01/2016-<br>12/31/2019         | N                                                                       | 8.61                                                               |
| Board Member | Lee Giammichele    | 6.00                                       | 01/01/2014-<br>12/31/2017         | N                                                                       | 1.83                                                               |
| Board Member | Michael Saglibene  | 6.00                                       | 01/01/2016-<br>12/31/2019         | N                                                                       | 2.97                                                               |
| Board Member | Andrew Gillette    | 6.00                                       | 01/01/2014-<br>12/31/2017         | N                                                                       | 3.29                                                               |
| Town Justice | Paul Hart          | 6.00                                       | 01/01/2014-<br>12/31/2017         | N                                                                       | 8.57                                                               |

FURTHER RESOLVED the Town Board authorizes the Town Clerk to certify the original resolution passed by the Town Board and file the necessary documentation.

CARRIED: AYES:

NAYES:



PROPOSED RESOLUTION NO 08-051116  
A RESOLUTION AUTHORIZING THE SALE OF 78 HAMMOND STREET, BIG FLATS,  
NEW YORK, TAX PARCEL 66.04-2-19 FOR SEVENTEEN THOUSAND DOLLARS

Resolution by:  
Seconded by:

WHEREAS the Town of Big Flats has a surplus tax parcel number 66.04-2-19 and desires to place this parcel back on the tax roll, and

WHEREAS David Moses realtor for Reality USA has an offer for tax parcel 66.04-2-19 for Seventeen Thousand Dollars, and

WHEREAS the market value for this tax parcel is within the offer for this tax parcel, and

WHEREAS for environmental purposes the administration of the Town personnel is a Type II action in accordance with SEQRA 6, NYCCR Part 617.5( c ) (20) and as such no further action is required regarding the same, now

THEREFORE BE IT RESOLVED the Town Board authorizes the Town Supervisor to enter into an agreement for the sale of tax parcel 66.04-2-19 , 78 Hammond Street, Big Flats, NY at a sale price of \$17,000 (Seventeen Thousand Dollars) and the Town Attorney to approve of all necessary documents and procedures to accomplish this sale.

CARRIED: AYES:  
NAYES:

PROPOSED RESOLUTION NO. 09-051116  
A RESOLUTION TO APPROVE DEPARTMENT OF PUBLIC WORKS TO HIRE A  
PART-TIME CUSTODIAN FOR LANDSCAPING NOT TO EXCEED TWENTY HOURS  
PER WEEK ON A SEASONAL BASES

Resolution by:

Seconded by:

WHEREAS the Department of Public Works have recommended the Town Board hire Kimberly Peterson for the Part-Time Town Custodian for Landscaping to replace Pat Schichtel's position, and

WHEREAS for environmental review purpose, administration is a Type II action in accordance with SEQRA 6NYCRR, Part 617.5 (c) (4) and as such no further action is necessary regarding the same, now

BE IT THEREFORE RESOLVED the Town Board authorizes the hiring of Kimberly Peterson 75 Kahler Road South, Elmira, New York, as the Part-Time Custodian for Landscaping for the Town of Big Flats Complex, and not to exceed twenty hours per week at the rate of \$12.00 per hour.

CARRIED: AYES:  
NAYES:

PROPOSED RESOLUTION NO. 10-051116  
A RESOLUTION TO AMEND THE GAMES OF CHANCE LICENSE FOR THE BIG  
FLATS AMERICAN LEGION, POST #1612

Resolution by:  
Seconded by: s

WHEREAS the Big Flats American Legion submitted a GC-6 application to Amend their  
“Members in charge of Games”, William Collier removed, and Thomas Farr appointed, and

WHEREAS the Town Clerk duly submitted the application to the Chemung County Sheriff’s  
Department, Records Division for their investigation of Findings and Determination for Games of  
Chance License, and

WHEREAS for environmental review, ministerial acts is a Type II action in accordance with  
SEQRA 6NYCRR, Part 617.5(c) (19) and as such no further action is necessary regarding the  
same, now

BE IT THEREFORE RESOLVED the Findings and Determination for Games of Chance License  
finds the designated members conducting games of chance is of good moral character, the Town  
Board approves the Application to Amend their Games of Chance License, from the Big Flats  
American Legion Post 1612 to perform a games of chance event as outlined in the application.

CARRIED: AYES:  
NAYS:

RESOLUTION NO. 11-051116  
A RESOLUTION TO APPROVE THE COMMUNICATION LOG FOR MAY 11, 2016, AS  
PRESENTED BY THE TOWN CLERK

Resolution by:  
Seconded by:

BE IT RESOLVED that the following communications were received, accepted and filed by the Town Clerk of the Town of Big Flats and referred to the appropriate Department Head for information and/or action:

May 4, 2016

Time Warner Cable – RE: May 4, 2016 Programming Notice Changes *Referred to: Town Board, and filed with Town Clerk.*

May 6, 2016

Empire Family of Services RE: Franchise fees to the extension of fiber optic cable, expenditure from funds set aside for fiber cable expansion in Big Flats onacher Hollow Rd. *Referred to: Town Board, Department of Public Works, Bookkeeping, and filed with Town Clerk.*

May 6, 2016

Big Flats Business Association RE: Meeting minutes *Referred to: Town Board, and filed with Town Clerk.*

May 6, 2016

New York State Department of Labor Re: Right to Know Compliance Checklist . *Referred to: Town Board, Department of Public Works, and filed with Town Clerk.*

CARRIED: AYES:  
NAYS: